

Marshalltown Public Library Policy
Regarding Iowa Sex Offender Law (Senate File 340)
Effective: July 1, 2009

Board approved 7/28/2009

1. As required by State of Iowa law, any registered (Iowa Sex Offender Registry) sex offender who has been convicted of a sex offense against a minor will not be allowed in the library, anywhere on library property, or be allowed to loiter within three hundred (300) feet of library property.
2. The library has determined that it will not grant permission to countermand this policy to any registered sex offender who has been convicted of a sex offense against a minor. If a person who is prohibited from entering the library or library property due to being a registered offender convicted of a sex offense against a minor wishes to borrow materials from the library, he or she may give their card to a relative or friend to use in their stead. Any person coming to the library to check out materials for someone unable to come to the library in person **MUST** have the borrower's card with him or her when checking out materials. All overdue and fine policies apply during these transactions.
3. If a registered sex offender who has been convicted of a sex offense against a minor is pointed out to a library staff member, the following procedure is to be observed:
 1. The registered sex offender who has been convicted of a sex offense against a minor is identified by name by a library staff member or member of the public.
 2. If a member of the public offers this information, the staff member who has been approached should thank the person giving the information and state that library policy regarding this issue will be followed.
 3. Write the name down and pass the name to the Library Director, Assistant Director, or if neither are available, to a staff member at the Information Desk (Reference Supervisor or Reference Librarian).
 4. The name should be looked up on the State of Iowa Sex Offender Registry for identification and verification as a registered sex offender convicted of an offense against a minor. Action will not be taken unless there has been verification. In this regard, it will not be possible for the Library to verify a registered sex offender unless we have a name and that name is listed in the State of Iowa Sex Offender Registry. Only sex offenders who have been required to register and who have been convicted of a sex offense against a minor are affected by this policy. Library staff shall not take immediate action merely on an unverifiable complaint.
 5. If it is verified that a registered sex offender who has been convicted of a sex offense against a minor is in the library or on library property, the Library Director, Assistant Director, or if neither are available, the staff member at the Information Desk (Reference Supervisor or Reference Librarian) should approach the sex offender and ask him or her to leave library property immediately, and, if possible, will escort the offender to

the door to make sure he or she has left. Alternately, police can be called for assistance in removing the said sex offender.

6. After said sex offender has left library property, the police should be contacted so that they can follow up. The officer in charge of sex offenses is Officer Sadie Weekley at 754-5730. If Officer Weekley is not available, another officer may be consulted.